

# Memorandum

**To :** Mr. James E. Speed  
Executive Director

**Date :** February 20, 2003

**From :** Dade Powers, Acting Deputy Director  
Administration Department

**Subject:** **Approval of Contract Over \$1 Million**

Attached for your approval is a contract that requires Board Member approval.

- A renewal of the Board's existing agreement with Inter-Con Security Services Inc. to continue unarmed security guard services for the Board's headquarters building. The master service agreement awarded by Department of General Services includes increased rates and holiday benefits not previously included. The increased costs and three-year term of this agreement have caused the total amount of the agreement to exceed \$1 million.

With your approval of this contract is scheduled to be an Administrative Agenda item for the March 5, 2003, Board meeting. The Board Proceedings Division will provide a copy to each Board Member.

If you have any questions or wish to discuss the Board's contracts further, please call Bob Sherburne at 445-2068.

DP:ic  
Attachment

cc: Mr. Robert Sherburne

Approved \_\_\_\_\_  
James E. Speed

Board of Equalization  
Proposed Contract over \$1 Million  
Detail

Contractor	Start Date	Expire Date	Estimated Total Cost	Purpose
Inter-Con Security Services Inc.	2/1/2003	1/31/2006	\$1,440,562	<p>Unarmed security guard services for BOE headquarters building.</p> <p>Contractor provides security guard services 24 hours/day, 7 days/week.</p> <p>Newly approved Master Services Agreement for these services contained increased rates, benefits and holidays that were not previously covered thus causing the total cost to exceed \$1 million.</p>